



## **ATTLEBOROUGH TOWN COUNCIL**

Town Hall, Queens Square, Attleborough, Norfolk, NR17 2AF  
Tel: 01953 456194 - email: [enquiries@attleboroughtc.org.uk](mailto:enquiries@attleboroughtc.org.uk)

**You are hereby summoned to attend the meeting of  
Attleborough Town Council  
On Monday, 1 December 2014 at 7.00pm in the Town Hall**

*Gina Lopes*  
24 November 2014

**Clerk to Attleborough Town Council**

### **AGENDA**

**To transact the undermentioned business; to receive the following reports and to make such orders or give such directions as necessary:-**

#### **1) Apologies for absence**

To receive and accept apologies for absence

#### **2) Declarations of Interest**

**a) To receive and consider declarations of interest in items below.** *(Members are no longer required to declare personal or prejudicial interests but are to declare any new Disclosable Pecuniary Interests that are not currently included in the Register of Interests. Members are reminded that under the Code of Conduct they are not to participate and must leave the room for the whole of an agenda item to which they have a Disclosable Pecuniary Interest. Members may disclose any other interests they may have in the interests of transparency)*

**b) To receive and consider dispensations in respect of Disclosable Pecuniary Interests.**

#### **3) Public Participation**

To agree a resolution that the meeting be adjourned to allow the public to speak (This includes matters on the agenda. Maximum 10 minutes in duration – NB: a second period of public participation will be allowed at the end of the meeting)

#### **4) Application for councillor vacancy**

Councillor vacancy and co-option – to consider

#### **5a) Minutes of the Town Council meeting held on 3 November 2014**

**5b) Minutes of the Planning Committee meeting held on 20 October 2014 –**  
for acceptance - (all previously circulated – factual discrepancies only)

#### **6) Councillors Reports**

To receive verbal reports for any items not on the agenda

#### **7) Other Reports**

To receive reports from:

**a) The Chairman** (Refer to tabled diary list – for information only)

- b) **County and District Councillors** (for information only)
- c) **Other representatives** (for information only)
- d) **Town Affairs** (for information only)

#### **8. Town Hall**

- a) **Risk Assessment & visit from Fire Officer** – for acceptance and approval
- b) **Wifi for Chamber** – for consideration
- c) **Parking area and reinstating path** – for consideration

#### **9) Financial Matters**

- a) **To authorise the payment of cheques** (see tabled list)
- b) **To agree direct debits** (see tabled list)
- c) **To receive Income** (see tabled list)
- d) **Replacement railings for Queen's Square** - quotes to be tabled
- e) **Photocopier lease contract** – for consideration
- f) **Parish Partnership - Street lights** – for consideration
- g) **Donation request - Defibrillator** – for further consideration

#### **10) Budget and Precept request 2015/16**

- a) **Draft budget & precept request 2015/16** – for consideration

#### **11) Attleborough Neighbourhood Plan**

- a) **To receive an update on progress** – for information
- b) **Financial arrangements for Steering Group** – for consideration

#### **12) Correspondence** (as previously circulated)

- a) **AttleboroughTown Football Club application for additional container** – for consideration
- b) **Breckland District Council request for remove Queen's Square car park barriers** – for consideration
- c) **NNAB Annual Report** – available for information on request

#### **13) Date of Next Meeting**

To note the date of the next meeting as Monday, 5 January 2014 at 7pm

**14) Exclusion of Press and Public -To pass a resolution excluding the press and public from the meeting under the Local Government Act 1972 (section 100 (A) (4) given the sensitive nature of the business to be discussed.**

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#### **15) Staff Matters**

- a) **New appointments** – for information
- b) **Clerk's Appraisal** – Cllr Pettitt & Cllr Crouch to report

Encs: Items: 8a&b; 9e,f&g; 10a; 12a&b